

New Hampshire Commission for Human Rights

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NEW HAMPSHIRE COMMISSION FOR HUMAN RIGHTS COMMISSIONER'S MEETING

June 6, 2019 at 5:00 PM

MINUTES

ATTENDANCE: **Commissioners: Matthew Mayberry (chair), Jose Luna, Harvey Keye, Alex Samuel, Sheryl Shirley and Nancy LeRoy**

Absent: Douglas Palardy

Commission Staff: **Executive Director, Ahni Malachi and Assistant Director: Sarah Burke Cohen Administrative Assistant: Lois Monette**

Assistant Attorney General: Jill Perlow

Member of the Public: Marty Lane, Epsom NH

The meeting was called to order by Chairman Mayberry at 5: 18 PM

Commissioner Mayberry asked the Commissioners to introduce themselves as there is a member of the public present for the meeting.

Public Comment session: Ms. Lane addressed the commission with a statement on how frightening it was to file a complaint. She noted that she has tried to have as much open communication as she can but she feels that her emails go unanswered. She found out that the company she filed against had received an extension and she felt it was very hard to find out that information. Ms. Lane asked the Commission what the next step is if she isn't receiving any communication. Commissioner Mayberry answered that he will follow up with the staff and the commissioners and will have answers for her by 6pm on June 7th.

1. Approval of the May 2, 2019 Minutes

Chairman Mayberry moved to approve the May 2, 2019 minutes. The motion was moved by Commissioner LeRoy, seconded by Commissioner Shirley and approved.

2. HUD Representatives:

Executive Director Malachi noted that she had reached out to Greg Carson via email about the upcoming meeting and hadn't received a response.

3. Office Updates:

Grant Update: The grant application for the Express Community Grant has been completed and submitted.

Office Space: Director Malachi has been working with our Business Supervisor, State Property Planner and our Property Manager to have 650 sq. ft. of available space in the adjoining office opened up for our use.

Federal Funds: ED Malachi has worked with our Business Supervisor to have the amount of federal funds reflected correctly in the FY20 Budget.

4. Diversity and Inclusion Council:

Commissioner Luna reported that tonight there is a listening meeting from 6 to 7:30 here in Concord. On June 27th from 1 to 2:30 the last listening session will be held at the Islamic Society of New Hampshire's Mosque. In September, listening sessions will be held with high school students around the state.

5. Review of Investigator Case Load

Assistant Director Burke Cohen assigns approximately 4 cases a month to each investigator. Most of the investigators are carrying a caseload of around 50 cases. Right now we have 522 open cases and 346 unassigned. The two new interns are working out extremely well. They have been processing cases for closure and inquiring if there is any interest in mediation for the pending file by working with the Intake coordinator. We were able to close more cases than we opened this month.

6. Hearing Schedule Update

Assistant Director Burke Cohen reviewed the Hearing Schedule with the Commissioners.. There is discussion on adding a 4th case to the hearing schedule because they usually settle or are removed to the court. It depends on if the cases are available.

7. Hearing Panel Training Discussion:

Remained tabled from the April 4, 2019 meeting

8. HRC Administrative Rules Discussion: *Pro Hac Vice*

AAG Perlow and Assistant Director Burke Cohen presented a proposal to change the rules for *Pro Hac Vice*.

Commissioner Samuel moved to adopt the rules as proposed, seconded by Commissioner Keye and the motion passed.

9. Other Business: Commissioner Keye moved to not have a commission meeting in July, second by Commissioner LeRoy, motion was passed.

10. Adjournment: Commissioner LeRoy moved to adjourn, seconded by Commissioner Samuel, the meeting was adjourned at 6:21pm